

Amend 9 NYCRR Part 6221.16(c) as follows:

(c) Matching Fund Claims. In addition to any required Campaign Finance Disclosure Statements, participating candidates may submit claims for matching funds to the PCFB.

(1) Matching fund claims may be filed as frequently as once a week on forms prescribed by the State Board of Elections, and shall indicate which contributions are being claimed for matchable funds and the amount of matching funds they are requesting. Such claims shall be filed by 1 p.m. EST on dates prescribed by the PCFB.

(2) Contribution Card. The authorized committee must provide background documentation with each matching fund claim in the form of a fully completed contribution card with each contribution reported. **Matching fund claims submitted without a contribution card or with a contribution card lacking required information shall be denied, pending submission of missing required information as shall be determined by PCFB staff.**

(i) The PCFB shall prepare a sample contribution card and post such sample on its website.

(ii) Contribution cards used by committees must be substantially similar to the sample contribution card posted by the PCFB.

(iii) Any contribution card that is a copy of such a sample shall be deemed to meet the requirements imposed by this section.

(iv) Contribution cards shall include, but not be limited to, the following information: the contributor's name and residential address, **the contributor's phone number or email address**, the amount of the contribution, the authorized committee's name, the contributor's selection of an instrument code corresponding to the instrument used to make the contribution, and a section containing an affirmation for a contributor to sign.

(v) The contribution card requirements imposed by this section shall be deemed met if:

(a) for contributions made by check, if such check has the name and address of the contributor printed on such check. If such check has a handwritten name or address, then a fully completed contribution card shall be required;

(b) for contributions made by an online processor, if such processor provides the information required on such card pursuant to this section.

(3) Upon approving such claims, the PCFB shall cause to have a record of the claim posted on its website. At a minimum, the claim shall include the same information as is provided in the public disclosure of campaign finance disclosure statements.

(4) Such claims shall be disclosed in the next scheduled campaign finance disclosure statement.